

Commonwealth of Kentucky
Equal Employment Opportunity Coalition
E-Newsletter
August 29, 2008

Good Afternoon EEO Coalition Members,

As we come to the end of August, I want to update you on developments from the Personnel Cabinet and the EEO Coalition committees. The following contains relevant and useful information on upcoming training, conferences and regulatory updates.

1. 22nd Annual Governor's EEO Conference - "The Evolution of Equality"
Early Bird Registration is extended through September 5th!!!!

The Governor's 22nd Annual EEO Conference is scheduled for Wednesday, October 1st, 8:30 a.m. – 5:00 p.m. If you have not already done so, visit <http://personnel.ky.gov/diversity/eeoconf/> to complete your registration. Please be reminded we are asking all EEO Coordinators to attend the E-RACE Initiative session in the morning, and the EEO legal Updates session scheduled for 2:15 – 3:30 during the afternoon. You are welcome to complete your agenda with two additional selections of your choice.

2. I would like to recognize and thank the following EEO Coordinators who have volunteered to join the Training, Education & Outreach Committee:

Jamie Mayes, Personnel, Depart of Agriculture
Wendy Boardman, Division of Human Resources Management, GAPS

3. Since April 2008 with the assistance of the Personnel Cabinets Office of Diversity & Equality a total of 765 Commonwealth of Kentucky employees have received Anti-Harassment or other EEO related training. Considering the total in 2007 was approximately 43 employees I feel we have made great strides to serve the employees within the Commonwealth of Kentucky.

4. Anti-harassment Train-the-Trainer session was conducted August 14th for 24 participants from various agencies and Cabinets. On Wednesday, September 17th there will be a Sexual Harassment Train-the-Trainer session conducted for EEO Coordinators. Sexual Harassment train-the-trainer has been developed to assist you with conducting Sexual Harassment employee training within your agencies. If you are interested in conducting and/or facilitating training, please note the following training schedule:

<u>Date</u>	<u>Audience</u>	<u>Title</u>	<u>(GSC) Rm</u>	<u>Time</u>
9/17	EEO Coord. (only)	Sexual Harassment (Train-the-Trainer)	542	9am – 12pm

10/17	State Employees (capacity 30)	Anti-Harassment (Classroom)	539	9am – 12pm
11/12	State Employees (capacity 30)	Sexual Harassment (Classroom)	536	9am – 12pm

You may register for the training by emailing Arthur Lucas at arthurb.lucas@ky.gov your name, agency/cabinet, email address and phone number. Each class is limited to 30 participants.

5. Beginning September 15, 2008, Anti-Harassment on-line training will be available for all Commonwealth of Kentucky employees. The purpose of the on-line training will be to provide agencies with an avenue to train multiple employees throughout the Commonwealth without having to incur travel costs and help minimize disruptions to the agency operation. In order to enroll participants EEO Coordinators should do the following:
 - Contact your cabinet/agency training liaisons with designated employee or department name(s) and requested training date.
 - The training liaison will then **Waitlist** people for the class.
 - Jamille Smith (GSC) will change the employee status to enrolled.
 - Participants will be enrolled on a first come first serve basis.
 - As indicated in the course syllabus participants will have 2 days to complete the training.
 - The Office of Diversity & Equality will run a weekly status report of the employees that have completed the course.
6. As we intend to implement a process for annual training of all state employees, we are asking EEO Coordinators to coordinate the completion of on-line Anti-Harassment training for as many of your employees as possible by March 2009 (excluding those who have completed instructor – led training since April 2008). We understand this will be a huge undertaking, but are confident that together we will be able to coordinate this effort.
7. Attached you will find a copy of the ADA, EEO and Title VI State Directory. The purpose is to provide EEO Coordinators with an up to date listing of Cabinet and Agency EEO, ADA and Title VI Coordinators. In addition this will allow the Office of Diversity & Equality an opportunity to provide customers with current and correct information when referring them to other state agencies. Please forward any updates to Arthur Lucas.
8. Hispanic Heritage Month Celebration (September):
In the spirit of continued celebration of the Commonwealth's diverse workforce, the Kentucky Personnel Cabinet will be hosting events recognizing the achievements of the Hispanic community during Hispanic Heritage Month. We invite you all to participate in the month's activities. Stay tuned for more details!

9. Personnel Cabinet's Office of the Secretary Communications

In January 2009, the Personnel Cabinet will unveil the largest business and technology human resource initiative in the history of the Commonwealth: KHRIS, the Kentucky Human resource Information System. KHRIS is an internet based personnel, payroll and benefits system which will replace the Commonwealth's current systems for these functions.

The Personnel Cabinet is currently in the process of customizing KHRIS to meet the specific needs of Kentucky state government and your individual needs as a state employee.

During the next few months you will be hearing more about KHRIS. We will also let you know how you can receive the training you need to make KHRIS work for you. In the meantime you can check out more information on KHRIS on the Personnel Cabinet's website at:
<http://www.personnel.ky.gov/persadmin/khris/>

EEOC News

Policy Documents on Religious Discrimination:

Section 12: Religious Discrimination

- See also: Questions and Answers: Religious Discrimination in the Workplace
- See also: Best Practices for Eradicating Religious Discrimination in the Workplace

If you have any concerns or suggestions regarding this communication, or the EEO Coalition committees, I encourage you to contact me at arthurb.lucas@ky.gov.

Thank you,

Arthur Lucas
State EEO Coordinator